



DEPARTMENT OF THE ARMY  
INSTALLATION MANAGEMENT AGENCY  
HEADQUARTERS, UNITED STATES ARMY AREA III SUPPORT ACTIVITY  
UNIT # 15716  
APO AP 96271-5716

REPLY TO  
ATTENTION OF:

IMKO-AC-PWE

18 JAN 2005

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: US Army Area III Support Activity Policy Memorandum #61, Environmental Inspection Program

1. **REFERENCE.**

- a. Army Regulation 200-1, Environmental Protection and Enhancement, 21 Feb 97
- b. US Forces Korea Pamphlet 200-1, Environmental Governing Standards, 15 Jul 97

2. **PURPOSE.** To establish a standardized internal US Army Support Activity (USASA) Area III environmental inspection and assessment program that assures compliance with Department of Defense, US Army, and USFK environmental rules, regulations, standards, and directives.

3. **APPLICABILITY.** This policy applies to:

- a. All USASA Area III Headquarters directorates and organizations, all installation support activities and organizations, and tenant units and organizations.
- b. All active military and reserve components that are permanently or temporarily stationed at any installation within Area III.
- c. All appropriated and non-appropriated funded US and Local National civilian employees working permanently or temporarily within Area III.
- d. All Army and Air Force Exchange Service and all Defense Commissary Agency employees working permanently or temporarily within Area III.
- e. All contractors and their employees working within Area III.

4. **RESPONSIBILITIES.**

- a. Directorate of Public Works (DPW), Environmental Division will:

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(1) Conduct semi-annual inspections, annual Environmental Performance Assessment System (EPAS) internal assessments, and coordinate triennial external EPAS assessments of facilities within Area III.

(2) Prepare Environmental Performance Assessment Report of the findings observed during the annual internal EPAS assessment and the Environmental Corrective Action Plan to correct the findings reported in both the internal and external EPAS assessments

(3) Provide assistance and technical expertise in correcting deficiencies observed during all inspections and assessments

b. Unit Commanders and Organization Supervisors will:

(1) Assign a primary and alternate unit or organizational Environmental Compliance Officer (ECO).

(2) Implement this policy and correct identified deficiencies.

(3) Provide an ECO to accompany all environmental inspectors and assessors during environmental inspections and assessments.

c. Unit and Organizational Primary and Alternate ECO:

(1) Conduct monthly and quarterly inspections of facilities and areas to determine compliance with the environmental rules, regulations, standards, policies, and directives.

(2) Accompany all inspectors and assessors during environmental inspections and assessments.

(3) Provide environmental inspectors and assessors access to all facilities and areas.

(4) Correct all identified deficiencies and submit work orders to the DPW for corrective actions as needed.

(5) Submit corrective action reports as required.

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## **5. INSPECTIONS, FREQUENCIES, AND REQUIREMENTS:**

### **a. HAZARDOUS WASTE ACCUMULATION POINT (HWAP) INSPECTIONS:**

(1) Conducted weekly by the unit or organization ECO, alternate ECO, or assigned HWAP Manager using the HWAP Inspection Checklist at enclosure 1 of this policy.

(2) Maintain completed HWAP Weekly Inspection Checklists for a minimum of four years. Current year's checklists will be maintained at the HWAP protected from the weather. The previous three years' checklists will be kept on file and readily accessible to the unit's or organization's ECO and Alternate ECO.

(3) The unit and organization ECO will correct management and operational deficiencies and submit maintenance service orders or work orders to DPW for the correction of facility deficiencies.

### **b. COMPANY AND SHOP LEVEL ENVIRONMENTAL INSPECTIONS:**

(1) Company or organizational ECO or alternate ECO will conduct monthly inspections using the Environmental Inspection Checklist at enclosure 2 or the Korean translated Environmental Inspection Checklist at enclosure 3 of this policy. Findings from any environmental inspection or assessment conducted within the facility by others who use the checklist at enclosure 2 or enclosure 3 can be used as the company's or organizational Monthly Environmental Inspection for the month the inspection occurred. The ECO does not have to conduct an additional inspection in that month. However, the ECO must comply with all other provisions of this policy.

(2) Completed monthly environmental inspection checklists will be kept and maintained for a minimum of 3 years. Current year's monthly environmental inspection checklists will be maintained in an active file and the previous years' checklist in an inactive file.

(3) The unit and organization ECO will correct management and operational deficiencies and submit maintenance service orders or work orders to DPW for the correction of facility deficiencies.

(4) The unit and organization ECO will seek support of the chain-of-command and the DPW, Environmental Division as needed to correct deficiencies.

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c. BRIGADE AND BATTALION LEVEL ENVIRONMENTAL INSPECTIONS:

(1) Brigade, Battalion, or Organizational ECO or alternate ECO will conduct quarterly inspections using the Environmental Inspection Checklist at enclosure 2 or the Korean translated Environmental Inspection Checklist at enclosure 3 of this policy. Findings from any environmental inspection or assessment conducted within the facility by others who use the checklist at enclosure 2 or enclosure 3 can be used as the quarterly environmental inspection for the quarter the inspection occurred. The ECO does not have to conduct an additional inspection in that quarter. However, the ECO must comply with all other provisions of this policy.

(2) A written Inspection Report will be provided to the inspected unit or organization within 10 work days after completion of the inspection. The Inspection Report will consist of a copy of the Quarterly Inspection Checklist and corrective action recommendations.

(3) Completed quarterly environmental inspection checklists and inspection reports will be kept and maintained for a minimum of 3 years. Current year's monthly environmental inspection checklists will be maintained in an active file and the previous years' checklist in an inactive file.

(4) The inspected unit and organization ECO will correct management and operational deficiencies and submit maintenance service orders or work orders to DPW for the correction of facility deficiencies.

(5) The unit and organization ECO will seek support of the chain-of-command and the DPW, Environmental Office as needed to correct deficiencies.

(6) This quarterly inspection requirement is waived for separate detached companies or organizations with no brigade or battalion headquarters within Area III.

d. DPW, ENVIRONMENTAL DIVISION ENVIRONMENTAL INSPECTIONS AND ASSESSMENTS:

(1) Semi-Annual Environmental Compliance Inspections:

(a) DPW, Environmental Division personnel will conduct semi-annual environmental compliance inspections using the Environmental Inspection Checklist at enclosure 2 or the Korean translated Environmental Inspection Checklist at enclosure 3 of this policy.

(b) A written Inspection Report will be provided to the commander of the inspected unit or organization within 10 work days after completion of the inspection. The Inspection Report will consist of a copy of the Inspection Checklist and corrective action recommendations.

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(c) The completed Semi-Annual Environmental Inspection Checklists and Inspection Reports will be kept and maintained for a minimum of 3 years.

(d) The unit or organization inspected by the Environmental Division will be responsible for correcting all deficiencies.

(2) Follow-up Environmental Compliance Inspections:

(a) Conducted no sooner than 10 working days after the initial semi-annual inspection by DPW, Environmental Division personnel.

(b) A corrective action progress report will be submitted to the unit commander or organizational supervisor within 3 working days after the follow-up inspection. Other follow-up inspections may be performed as deemed necessary by the Environmental Division to assure unit or organizational compliance.

(c) Follow-up inspections will be conducted using the Environmental Inspection Checklist at enclosure 2 or the Korean translated Environmental Inspection Checklist at enclosure 3 of this policy.

(d) Follow-up inspection checklists and reports will become a part of the appropriate facility environmental inspection record and maintained in the appropriate active and archived files.

(e) The Area III commander will be notified of habitual non-compliance of any unit or organization.

(3) Unannounced Spot-Checks:

(a) Environmental Division personnel are authorized to enter any facility to conduct environmental spot-checks.

(b) No check list will be used and no official report will be generated unless unit or organization personnel are uncooperative in making simple on-the-spot corrections.

(c) Environmental Division personnel will submit engineering service orders or work orders to DPW for deficiencies noted that are beyond unit or organizational personnel's capabilities to correct. If a service or work order was previously submitted by the unit or organization, the Environmental Office employee will make note of the service or work order, check with DPW of status, and report status update information to the unit or organization ECO.

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## 6. INSPECTION STANDARDS:

a. HAZARDOUS WASTE ACCUMULATION POINT INSPECTIONS. This inspection will receive no score. All elements listed in the Hazardous Waste Accumulation Point Weekly Inspection Checklist at enclosure 1 must be answered "yes" to be classified as "being in compliance". All deficiencies noted will be immediately corrected.

b. ENVIRONMENTAL COMPLIANCE INSPECTIONS. Each inspection element listed in the Inspection Checklist at enclosure 2 or the Korean translated Environmental Inspection Checklist at enclosure 3 will be rated based on the following rating scheme:

### RATING

### RATING KEY

GO	Sufficient programs and activities completely in place to fulfill the intent of the inspection item.
NO GO	Programs and activities are not fully in place to support the inspection item; partial completion will be rated as a "NO GO"
N/A	Inspection item "Not Applicable" at the facility being inspected

## c. INSPECTION STANDARDS:

(1) Initial Inspection: Satisfactory = More "GO" ratings than "NO GO" ratings, not to exceed 3- "No Go" ratings in each section.

(2) Follow-up Inspection: Satisfactory = More "GO" ratings than "NO GO" ratings, not to exceed 1- "No Go" ratings in each section.

(3) Inspection items marked N/A are "Not Applicable" in that particular facility and will not be rated against the facility being inspected.

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7. **SITE ASSISTANCE VISITS:** DPW, Environmental Division personnel will conduct site assistance visits at any facility, if requested. Site assistance visits are a resource tool to aid unit and organization ECOs in achieving a positive compliance posture. Site assistance visits are not environmental compliance inspections and cannot be used in lieu of the weekly, monthly, or quarterly compliance inspection requirements of this policy.

8. The point of contact for this policy is the Area III Support Activity DPW Environmental Chief, 753-7964.

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MICHAEL J. TALIENTO JR.  
COL, AV  
Commanding

DISTRIBUTION:  
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**U.S. Army Support Activity Area III  
Hazardous Waste Accumulation Point Weekly Inspection Checklist**

<b>Date / Time</b>								
<b>For week of</b>								
<b>Inspector</b>								
<b>Unit/Facility No.</b>								
	<b>Yes</b>	<b>No / NA</b>	<b>Yes</b>	<b>No / NA</b>	<b>Yes</b>	<b>No / NA</b>	<b>Yes</b>	<b>No / NA</b>
<b>Access area free of obstruction?</b>								
<b>Secondary containment provided for all waste containers?</b>								
<b>Containers properly identified, labeled, and dated?</b>								
<b>Containers properly segregated?</b>								
<b>Containers properly closed, not leaking, or deteriorating?</b>								
<b>No HW accumulated over 55-gallons</b>								
<b>No evidence of stains or leaks on floor?</b>								
<b>Fire suppression equipment present and in good condition?</b>								
<b>Chemical spill response supplies well stocked?</b>								
<b>Entrance locked and secure?</b>								
<b>Bilingual signs and emergency information and contacts posted?</b>								
<b>Work order is generated if corrective action required?</b>								
<b>Additional observations / comments:</b>								

5-11-1

# ENVIRONMENTAL COMPLIANCE INSPECTION CHECKLIST

☐ MONTHLY   ☐ QUARTERLY   ☐ SEMI-ANNUAL   ☐ FOLLOW-UP

UNIT: \_\_\_\_\_ FACILITY NO. \_\_\_\_\_ DATE: \_\_\_\_\_

COMMANDER: \_\_\_\_\_ ECO: \_\_\_\_\_

INSPECTOR: \_\_\_\_\_

OVERALL INSPECTION RATING:   ☐ GO   ☐ NO GO

## ***Inspection Standards:***

***Initial Inspection:***   Satisfactory = More "GO" ratings than "NO GO" ratings, not to exceed 3- "No Go" ratings in each section

***Follow-up Inspection:***   Satisfactory = More "GO" ratings than "NO GO" ratings, not to exceed 1- "No Go" rating in each section

## **SECTION 1 – ADMINISTRATIVE:**

INSPECTION ITEM	RATING		
	GO	NO GO	N/A
1. Are primary and alternate ECOs appointed on orders?			
a) Appointment orders on file at unit or organization?			
b) Copy of Appointment orders sent to DPW, Environmental Office?			
c) ECOs trained within 3 months after appointment?			
d) Compliance inspections conducted as required by Area III policy?			
e) Compliance inspection records maintained for 3 years?			
2. Are the following publications on-hand?			
a) AR 200-1, <i>Environmental Protection &amp; Enhancement</i>			

b) TM 38-410, <i>Storage and Handling of Hazardous Materials</i>			
INSPECTION ITEM	RATING		
	YES	NO	N/A
c) USFK Pam 200-1, <i>Environmental Governing Standards</i>			
d) USASA Area III Commander's Environmental Management Policy			
e) USASA Area III Environmental Policies			
– EQCC Policy			
– ECO Program Policy			
– Water Pollution Management in Maintenance Facilities Program Policy			
– Environmental Inspection Program Policy			
– Spill Contingency Planning			
f) Installation Spill Contingency Plan (ISCP)			
g) Spill Prevention, Control, and Countermeasures Plan (SPCC)			
h) Unit or Organization Spill Contingency Plan			
3. Has semi-annual environmental training been conducted or on training schedule?			
4. Have previously identified deficiencies been corrected?			
a) Does the Corrective Action Plan address all deficiencies?			
b) Have Work Orders been submitted to DPW as needed to correct facility deficiencies?			
5. Are Weekly Hazardous Waste Accumulation Point (HWAP) inspection records maintained for 4 years?			
6. Are HW turn-in documents on file (DD Form 1348-1)?			
7. Are laboratory analysis of POL and hazardous wastes on file?			
8. Does the unit or organization have an inventory of POL, HM, and HW updated within the last year?			
<b>TOTAL</b>			

<b>SECTION RATING:</b>			
<b>Comments/Recommendations:</b>			

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**SECTION 2 – GENERAL:**

INSPECTION ITEM	RATING		
	GO	NO GO	N/A
1. Are vehicle washing and all steam cleaning operations only performed on washracks with oil/water separators?			
2. Is maintenance being performed in such a way that spills and releases are prevented?			
3. Are spills and releases of POL and other hazardous materials quickly cleaned up?			
4. Are used POL and hazardous wastes promptly moved to the Hazardous Waste Accumulation Point (HWAP)?			
5. Is there a sufficient supply of spill absorbent material stocked on-hand to absorb any spill or release of POL or hazardous material?			
6. Is housekeeping adequate (no evidence of spillage, water puddles mopped and area clean)?			
7. Are Material Safety Data Sheets (MSDS) for all HM and HW available?			

<b>TOTAL</b>			
<b>SECTION RATING:</b>			
<b>Comments/Recommendations:</b>			

### SECTION 3 – WASHRACK:

INSPECTION ITEM	RATING		
	GO	NO GO	N/A
1. Are vehicle and other equipment washing operations being conducted on washracks with oil/water separators?			
2. Are pressure washers and steam cleaners only being used on washracks with oil/water separators?			
3. Are garbage, trash, refuse and other solid waste being disposed of in dumpsters and not on washracks?			
4. Is the unit or organization using the washrack properly? <i>(not parking vehicles on curbs or back walls, not operating without grates installed, etc)</i>			
5. Does the unit or organization stop using the washrack when the oil/water separator needs clean-out or other maintenance?			
6. There is no evidence that oil or fuel have been dumped into washrack drainage trench or the oil/water separator?			

7. Do washing operations stop when maintenance crews or used POL contractor are on-site to conduct maintenance or remove used POL?			
8. Have sand and other sediment been removed from the washrack drainage trench?			
9. Is floating debris removed from the oil/water separator?			
10. Does the unit properly dispose of used POL (not by dumping in the oil/water separator)?			
11. Are detergents, soaps, solvents, and other cleaning compounds being used only off of the washrack?			
12. Is all vehicle maintenance performed off of the washrack?			
<b>TOTAL</b>			
<b>SECTION RATING:</b>			
<b>Comments/Recommendations:</b>			

#### SECTION 4 – MAINTENANCE BAYS:

INSPECTION ITEM	RATING		
	GO	NG GO	N/A
1. Are solvents and cleaning compounds only being used indoors?			
2. Are spills and releases being cleaned up immediately?			
3. Are maintenance bays being washed down?			

4. Is there an adequate supply of spill absorbent within a reasonable distance for use?			
5. Are used absorbent materials segregated from new absorbents?			
6. Are personnel familiar with the facility spill response plan?			
7. Is hazardous waste or used oil collection containers kept closed except when adding or removing wastes?			
8. Are oily rags accumulated separately and not disposed of in the solid waste?			
9. Are hazardous materials used in the maintenance bays properly labeled?			
10. Does the unit properly dispose of used POL (not by dumping it in the oil/water separator?)			
<b>TOTAL</b>			
<b>SECTION RATING:</b>			
<b>Comments/Recommendations:</b>			

## SECTION 5 – POL STORAGE AND DISPENSING AREAS:

INSPECTION ITEM	RATING		
	GO	NO GO	N/A
1. Are aboveground tanks being used for used POL accumulation?			

2. Are fuel pods being used for used POL collection in good repair?			
3. Are used POL collection points placed on an impermeable surface with a dike capable of containing equal to 1 ½ times the capacity of the tank?			
4. Are 55-gallon drums are being used to collect used POL and contaminated fuel?			
5. Are drums being used only at a maintenance facility without aboveground used POL tanks?			
6. Are drums overfilled? <i>(A drum is considered overfilled if there is less than 6 inches between top of the product in the drum and the top of the drum (6" of freeboard is required).</i>			
7. Are open top or overpack drums being used to collect used POL or fuel?			
8. Is a funnel used when filling drums?			
9. Is the funnel removed and is the bung replaced after each use?			
10. Are the drums kept closed except when adding or removing used POL?			
11. Do 55-gallon drums used to collect oil have the original markings painted over and are the words "USED OIL" stenciled in 6 inch white letters on the center sections of the drums?			
12. Do drums used to collect contaminated JP-8 have the original markings painted over and are the words "CONTAMINATED JP-8" stenciled in 6 inch white letters on the center section of the drums?			
13. Do all 55-gallon drums have a secondary cover to prevent the intrusion of rainwater or contact with direct sunlight?			
14. Is there a minimum of a three foot space maintained between drums of used oil and drums of contaminated fuel?			
<b>TOTAL</b>			
<b>SECTION RATING:</b>			
<b>Comments/Recommendations:</b>			


## SECTION 6 – COMPRESSED GAS CYLINDERS:

INSPECTION ITEM	RATING		
	GO	NO GO	N/A
1. Are cylinder valves opened slowly to prevent sudden discharge of gas?			
2. Is compressed gas being used appropriately (not to dust off clothing or other objects?)			
3. Are all cylinders always considered full and corresponding care exercised?			
4. Are cylinders lifted correctly (not by grasping the valve or valve protection cap?)			
5. Are cylinders used away from heat sources where temperatures in excess of 130° F may be encountered?			
6. Are all cylinders protected from dampness?			
7. Are filled cylinders protected against excessive rise in temperatures from direct rays from the sun and other heat sources?			
8. Is smoking prohibited within 50 feet of compressed gas storage areas?			
9. Are "NO SMOKING" signs posted and visible from each accessible side of the storage area?			
10. Are cylinders stored with the valve protector cap securely in place?			

11. Are cylinders strapped or chained securely?			
<b>TOTAL</b>			
<b>SECTION RATING:</b>			
<b>Comments/Recommendations:</b>			

### Section 7 – Hazardous Waste Accumulation Point

	YES	NO	N/A
1. Are weekly HWAP inspections conducted?			
2. Are incompatible wastes segregated?			
3. Do container storage areas have a containment system sufficient to contain 10% of the volume of all containers or the volume of the largest container, whichever is greater?			
4. Is there a waste analysis plan and is a waste analysis file maintained for a minimum of four years?			
5. Are bilingual signs that read "Danger Unauthorized Personnel Keep Out" posted and visible from any approach to the HWAP and legible from at least 25 feet?			
6. Do personnel involved in handling HW have immediate access to another person by visual or voice contact or to an internal alarm/emergency communication device?			
7. Is there evidence of malfunctions, deterioration, operator errors, or discharges that may be a threat to human health or the environment?			
8. Are problems revealed by inspections remedied quickly and is action taken immediately when a threat is imminent or has already occurred?			

9. Are HW containers in good condition and compatible with the materials being stored?			
10. Are HW containers marked with a HW marking and a label indicating the hazard class?			
11. Are secondary containment areas sufficiently impervious to contain spills and accumulated rainwater until the material can be removed?			
12. Is a hazardous waste log maintained and available to emergency personnel in the event of a fire or spill?			
13. Are inspection logs and manifests of incoming/outgoing HW's maintained for a minimum of four years?			
14. Is unintentional or unauthorized entrance prevented?			
<b>TOTAL</b>			
<b>SECTION RATING:</b>			
<b>Comments/Recommendations:</b>			

**ADDITIONAL NOTES:**

# 환경 준수 이행 조사 체크 리스트

☐ 매월                      ☐ 분기                      ☐ 6 개월                      ☐ 재점검

부대명: \_\_\_\_\_ 건물번호: \_\_\_\_\_ 날짜: \_\_\_\_\_

부대지휘관: \_\_\_\_\_ 환경담당관: \_\_\_\_\_

조사담당자: \_\_\_\_\_

총괄적인 점검 평가:                      ☐ GO                      ☐ NO GO

## 조사 기준 :

첫 점검 시행시 :    만족= 각 부분에서 “No Go”의 평가갯수가 3 개를 초과하지  
아니하여야 하며, “Go” 평가수가 “No Go” 평가수보다 많아야 한다.

재 점검 시행시 :    만족= 각 부분에서 “No Go”의 평가갯수가 1 개를 초과하지  
아니하여야 하며, “Go” 평가수가 “No Go” 평가수보다 많아야 한다.

## SECTION 1 - 행정관리:

조사 항목	RATING		
	GO	NO GO	N/A
1. 현 환경담당관과 교대임무수행할 보조 환경담당관이 임명되어있는가?			
a) 각 부대또는 부서에 환경담당관으로 임명된 파일이 있는가 ?			
b) 임명된 파일 복사 1 부를 환경부에 보냈는가?			
c) 임명된 후 3 개월 이내에 해당 교육을 받았는가?			
d) 미 3 지역 방침에 따라 환경 준수 조사를 실시하였는가 ?			
e) 환경 준수 이행 조사표를 3 년 동안 보관하고 있는가?			
2. 아래 나열된 서류를 비치하고있는가?			
a) AR 200-1, <i>Environmental Protection &amp; Enhancement</i>			
b) TM 38-410, <i>Storage and Handling of Hazardous Materials</i>			

구분	RATING		
	GO	NO GO	NA
c) USFK Pam 200-1, <i>Environmental Governing Standards</i>			
d) USASA Area III Commander's Environmental Management Policy			
e) USASA Area III Environmental Policies			
- EQCC Policy			
- ECO Program Policy			
- Water Pollution Management in Maintenance Facilities Program Policy			
- Environmental Inspection Program Policy			
- Spill Contingency Planning			
f) Installation Spill Contingency Plan (ISCP)			
g) Spill Prevention, Control, and Countermeasures Plan (SPCC)			
h) Unit or Organization Spill Contingency Plan			
3. 매 6 개월마다 환경준수 교육을 받고있거나 교육스케줄에 등록되었는가?			
4. 이전에 발견된 문제점들이 수정,보완되었는가?			
a) 모든 문제점들에 대한 수정 또는 보완 계획이 있는가?			
b) 문제점들에 대해 공병대측(DPW)에 수정, 보완 요청을(서류제출) 한적이있는가?			
5. 매주 작성된 위험폐기물 저장소 조사기록표(HWAP)를 4 년동안 보관하고 있는가?			
6. 위험폐기물을 처리한 서류를 보관하고있는가 (DD Form 1348-1)?			
7. POL, 위험 폐기물에 대한 실험분석결과서가 있는가?			
8. 각 부대또는 부서는 작년안에 조사된 POL(석유,오일,윤활유), 위험물, 위험폐기물 에대한 목록표를 작성, 보관하고 있는가?			
<b>TOTAL</b>			
<b>SECTION RATING:</b>			

<b>Comments/Recommendations :</b>

## SECTION 2 – 일반:

평가 항목	RATING		
	GO	NO GO	N/A
1. 일반자동차 세차 또는 스팀세차는 반드시 유수분리기가 설치된 세차장에서 시행해지고 있는가?			
2. 장비정비시 기름유출또는 방출에 대한 대비가 갖추어진상태에서 시행하고 있는가?			
3. POL(석유,오일,윤활유)또는 그 밖의 위험물질들이 유출또는 방출시 신속한 처리대응이 시행되어지고 있는가?			
4. 폐유또는 위험폐기물들은 즉시 위험폐기물저장소(HWAP)로 옮겨지고있는가?			
5. 기름또는 위험물질 유출시 처리할수있는 흡착포의 양은 충분히 비치하고 있는가?			
6. 실내환경은 깨끗이 유지되고있는가 (기름유출의 흔적은 없는지)?			
7. 위험물질과 위험폐기물들을 이용하기위한 안전지침서(MSDS)가 있는가?			
<b>TOTAL</b>			
<b>SECTION RATING:</b>			

<b>Comments/Recommendations:</b>

### SECTION 3 – 세차장:

평가 항목	RATING		
	GO	NO GO	NA
1. 자동차또는 그이외의 장비들을 세정시 유수분리기가 설치된 세차장에서 시행되어지고있는가?			
2. 압력세차또는 스팀세차이용시 반드시 유수분리가 설치된 세차장에서 시행되어지고있는가?			
3. 쓰레기통에 담겨져야할 쓰레기및 음식찌꺼기, 그 이외 고형폐기물들이 세차장에 버려지고 있지는않은가?			
4. 각부대 또는 조직에서는 세차장을 목적에 맞게끔 적절히 사용하고 있는가? (예 세차장 전후측에 주차장으로 사용되고 있지는 않은가, 배수구에 스크린이 제대로 설치되어 있는가?)			
5. 각 부대또는 조직에서는 유수분리기청소및 관리정비시 세차장의 사용을 금지하고 있는가?			
6. 유수분리기 또는 세차장 배수구 도랑에 기름 또는 오일을 버린흔적이 있지는않은가?			
7. 세차장정비자또는 외부하청업자들의 의해 세차장이 보수중일때 세차장 사용을 금지하고 있습니까?			
8. 세차장 배수구 도랑에서 모래또는 다른 침전물을 제거 한적이있는가?			

9. 유수분리기로부터 떠다니는 부유물을 제거하였는가?			
10. 각 부대는 사용된 폐유는 반드시 분리시켜 놓고있는가? (유수분리기에 버리지 않는가)?			
11. 세정제, 비누, 용매제, 그외에 세탁세제등이 세차장에서 사용되어지고 있지는않은가?			
12. 모든 자동차 정비수리를 세차장에서 이행되어지고 있지는 않은가?			
<b>TOTAL</b>			
<b>SECTION RATING:</b>			
<b>Comments/Recommendations:</b>			

#### SECTION 4 - 정비관리:

정비항목	RATING		
	GO	NO GO	N/A
1. 용매제와 세탁 세정제는 반드시 건물안에서 사용되어지는가?			
2. 기름유출또는 방출시 즉시 청소작업을 하는가?			
3. 정비관리 장소는 깨끗이 유지 관리되고 있는가?			
4. 적당한 위치에 유출사고시 이용할수있는 흡착포의 양이 충분히 비치되어 있는가?			
5. 사용된 흡착포와 사용하지않은 흡착포는 서로 분리 시켜 놓았는가?			
6. 현 건물내에 종사자들은 기름유출시 대처방안을 숙지하고 있는가??			

7. 폐유또는 위험폐기물을 추가또는 제거시를 제외하고는 저장용기는 항상 닫혀져 있는가?			
8. 기름물은 천,헝겊들은 고품폐기물로 처리시키지 않고 따로 분리 저장하고 있는가			
9. 정비관리 장소내에 위험물들은 레이블이 부착된 장소에서 목적에 맞게끔 취급되어지고 있는가?			
10. 폐유처리가 제대로 이루어지고 있는가? (유수분리기에 버려지고 있지는않은가?)			
<b>TOTAL</b>			
<b>SECTION RATING:</b>			
<b>Comments/Recommendations:</b>			

### SECTION 5 – 기름저장 및 분배지역:

구분	RATING		
	GO	NO GO	N/A
1. 사용된 석유,오일, 윤활유의 저장소로 지상 탱크를 사용하고 있는가?			
2. 사용된 석유,오일,윤활유저장으로사용되는 장소의 상태는 양호한가?			
3. 사용된 석유,오일,윤활유저장탱크는 탱크용적의 1.5 배크기의 용적과 방벽, 바닥표면아래로 침투가 되지 않도록 되어있는가 ?			
4. 오염된 기름과 폐유들의 저장은 55 갤론의 드럼을 사용하고 있는가?			

5. 사용한 오일류는 지상탱크에 저장하고 폐유는 드럼에 저장하고 있는가?			
6. 폐유저장드럼이 넘치게 담지는않는가? (드럼의 상단부분으로부터 6 인치 이상의 여유공간을 두고 저장치 않으면 폐유가 넘칠우려가 있으므로 항상 최소한의 6 인치만큼의 여유공간을 둔다.)			
7. 석유,오일,윤활유,연료들의 저장을 위해 오픈 드럼 또는 오버팩 드럼을 사용하고 있는가?			
8. 드럼에 폐유를 부을때 깔대기를 사용하는가?			
9. 깔대기를 사용후에 드럼마개를 사용하고 있는가?			
10.폐유를 추가또는 제거할시를 제외하고는 드럼은 항상 닫혀져 있는가?			
11. 사용한 오일류를 저장하는 55 갤론 드럼의 위치와 그 드럼 중앙부분에 6 인치 크기의 하얀색 페인트로 “USED OIL” 란 표시가 되어 있는가 ?			
12. 오염된 JP-8 저장용 드럼 또한 드럼위치와 그 드럼 중앙부분에 6 인치 크기의 하얀색 페인트로 “CONTAMINATED JP-8”란 표시가 되어 있는가?			
13. 모든 55 갤론 드럼들은 직접적인 햇빛과 빗물의 침수를 막을수 있는 2 차적인 보호안전장치가 되어 있는가 ?			
14. 오염된 기름과 사용된 오일저장 드럼과의 사이는 최소한 3 피트 이상차이를 두고 관리되어지고 있는가?			
<b>TOTAL</b>			
<b>SECTION RATING:</b>			
<b>Comments/Recommendations:</b>			

## SECTION 6 - 압축 가스 실린더 저장소 :

조각 항목	RATING		
	YES	NO	N/A
1. 갑작스런 가스의 배출을 막기 위해 실린더를 사용시 밸브를 천천히 열도록 하고 있는가?			
2. 압축가스가 적합하게 사용되고 있는가? (다른 목적을 위해 사용되지는 않고 있는가?)			
3. 모든 실린더들은 항상 충분한 훈련을 통해 조심하게 다루어지고 있는가?			
4. 실린더를 들어올릴때 적합하게 작업이 이행되는가? ( 실린더를 들어올릴때 밸브또는 밸브커버 캡을 잡아 들어올리지는 않은가?)			
5. 실린더 사용시 주위의 온도가 화씨 130 °F (약 54.4 °C ) 정도의 열로부터 벗어난 안전한 장소에서 사용하고 있는가 ?			
6. 습한곳에 실린더가 저장되어 있지는 않은가?			
7. 실린더 저장장소가 햇빛이나 그밖의 다른 열의 물질로 부터 직접적이 영향을 받아 갑작스런 과도의 열 상승을 야기할수 있는 곳에서 안전한가?			
8. 압축 가스 저장주위에 약 50 피트 (15 미터) 내에서는 금연을 지키고 있는가 ?			
9. 실린더 저장소에 눈에 띄기 쉬운 곳에 “NO SMOKING” 라는 문구가 부착되어 있는가?			
10. 각 실린더 밸브가 안전하게 보호캡으로 씌어져 있는상태로 저장되어있는가?			
11. 저장되어있는 실린더들이 가죽끈이나 체인으로 안전하게 묶여져 있는가?			
<b>TOTAL</b>			
<b>SECTION RATING:</b>			
<b>Comments/Recommendations:</b>			

## Section 7 – 위험폐기물 저장소

평가 항목	RATING		
	GO	NO GO	N/A
1. 위험폐기물 저장소에 대한 일주일 점검표 작성을 하고있는가?			
2. 서로 반응하는 폐기물들은 따로 분리 저장시키고 있는가 ?			
3. 위험폐기물 저장소는 가장 큰 저장용기의 부피와 모든 저장용기들의 총부피 중 가장 큰것의 10% 이상의 충분한 공간이 갖추어져 있는 장소인가?			
4. 각각의 위험폐기물들의 실험분석이 이루어지고 있으며, 그 분석 결과서들은 최소한 4 년동안 보관관리하고 있는가?			
5. 한글과 영어로 “Danger Unauthorized Personnel Keep Out” “위험 관계자와 출입금지” 란 두 문구 모두 최소 25 피트(7.6 미터) 떨어진 거리에서 볼수 있게끔 위험 폐기물 저장소에 표기되어 있는가?			
6. 저장소내에 위험폐기물 작업중 응급상황발생시 다른사람에게 육안, 음성, 또는 알람 시스템등으로 즉시 전달할수 있는가 ?			
7. 저장소내에 기능고장, 낙후시설, 작업자의 실수또는 배출등으로 인해 환경 또는 사람에게 해가 될지도 모르는 위급한 징후들이 있는가 ?			
8. 조사관들에 의해 드러난 문제점과, 이미 문제가 발생했거나 문제가 발생될 조짐이 보일때 모든 문제점들에 대한 신속히 처리가 이루어지고 있는가?			
9. 위험폐기물 저장용기상태은 양호하며 위험폐기물과 용기가 서로 친화성으로 서로반응하지 않게끔 저장하고 있는가?			
10. 위험폐기물 저장용기는 위험물 등급과 위험폐기물이란 문구가 저장용기에 표기되어 있는가?			
11. 추가적으로 발생하는 기름유출또는 빗물 등 집합장소의 용적이 그것을 제거할때까지 침투되지 않고 충분히 저장할수 있는 넓이인가?			
12. 화재또는 기름유출 사건에 필요한 응급요원이 사용할수 있고, 관리할수 있는 위험물 기록일지가 있는가 ?			
13. 조사 기록일지와 위험폐기물의 입출입 기재목록표는 최소한 4 년 동안 관리 보관 되고 있는가 ?			
14. 인가된 사람이외의 출입을 제한하고 있는가?			

<b>TOTAL</b>			
<b>SECTION RATING:</b>			
<b>Comments/Recommendations:</b>			

**ADDITIONAL NOTES:**